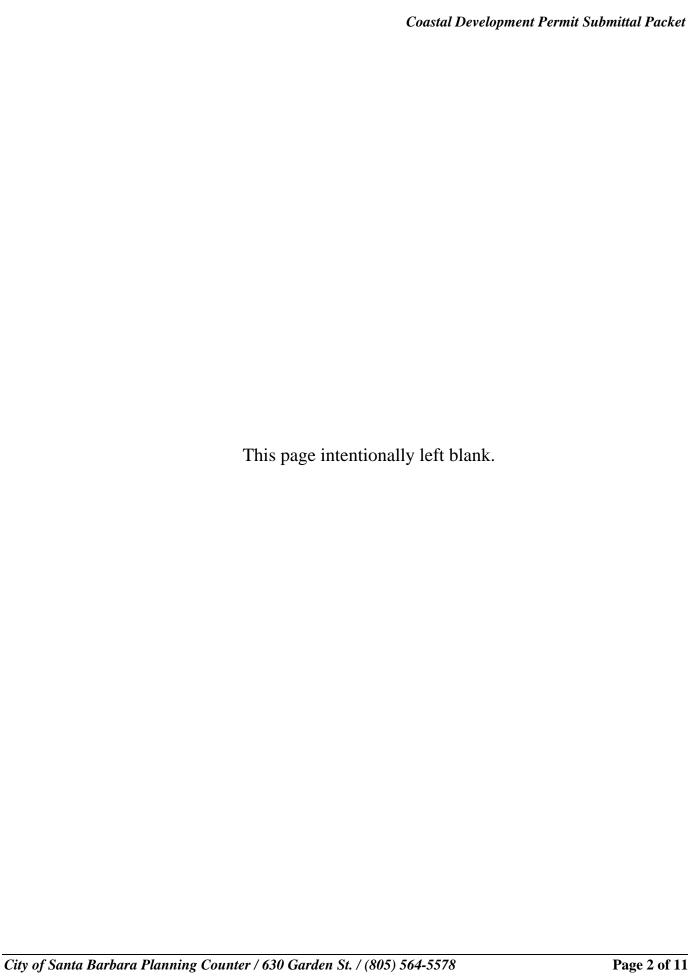


COASTAL DEVELOPMENT PERMIT SUBMITTAL PACKET

Coastal Development Permit Application
Mailing Label Preparation for Residential Tenants
Certified Residential Tenants List Affidavit

Note: Please obtain (1) a Master Application, (2) a Planning Commission Submittal Packet, and (3) a Planning Commission Submittal Cover Sheet (lilac) for additional submittal requirements.





COASTAL DEVELOPMENT PERMIT APPLICATION

		Th	is section is to l	be filled out	t by Plannin	g Division Staff	Only	
MST	Γ#:				_ CD	P# <u>Same as MST</u>	#	
Env	IRONM	ENTA	l Determinati	ON (IF NEC	ESSARY):			
Con	CURRE	NT A	PPLICATION(S):	□ ABR	□HLC	☐ PRT/DRC	☐ PC/DART	
APPI	LICATIO	ON RE	EVIEWED BY:			DAT	TE:	
NOTE: A Coastal Development Permit permits which would normally be to this form, a Master Applicatio by other review bodies or departn				nent Permit normally be r Applicatio	does not pre- e required. To n as well as	reclude any other The applicant mus any other materia	City approvals or t submit, in addition ls normally required	
I.	TYPE	OF A	APPLICATION					
		LCP	Exclusion					
		Coas	tal Development I					
		1.	Appealable P	ublic Hearing	g required			
		2.	Non-Appealabl	e Public He	Hearing required			
		3. California Coastal Commission (State) Permit						
II.	PROJ	ECT	OWNER/APPLI	CANT AND	LOCATION	Ī		
	Owner	r:						
	Applic	cant:						
	Projec	t Loca	tion:					
	Parcel	No(s)	.:					

III. PROJECT INFORMATION:

THE FOLLOWING INFORMATION IS REQUIRED FOR A COASTAL PERMIT APPLICATION TO BE CONSIDERED COMPLETE:

PLEASE NOTE:

*Where questions do not apply to your project, indicate "NOT APPLICABLE" or "N/A".

A.	TYPE	C OF F	PROJECT	•					
		New				Sq. Ft.			
		Addi	tion		Sq. Ft.				
		Rem	odel		Sq. Ft.				
	Repair			Sq. Ft.					
	Demolition			Sq. Ft.					
	Removal			Sq. Ft.					
	Grading		Cut _		Cu. Yds. Fill C			_ Cu. Yds.	
	Paving			Amount					
	Fences/Walls		Heigh	Height and Length					
	Retaining Walls		s Heigh	Height and Length					
	Change of Use		From	From To					
	Other								
В.	B. RESIDENTIAL:								
			No. of Lots	LOT AREA	No. of Bldgs.	BLDG. SQ. FT.	STORIES	UNITS	BEDROOMS PER UNIT
EXISTING									
	Prop	OSED							

^{*}Within thirty (30) days of receipt of an application, the Planning Division will inform the applicant in writing if the application is <u>complete</u>, or <u>not</u>, and what items must be submitted. <u>Processing of the application will not begin until it is complete</u>.

C. NON-RESIDENTIAL	:
--------------------	----------

	No. of Lots	LOT AREA	No. of Bldgs.	BLDG. SQ. FT.
EXISTING				
Proposed				

		ОТ
INCIDEN	BE THE PROPOSED DEVELOPMENT. INCLUDE SQUARE FO TAL IMPROVEMENTS SUCH AS SEPTIC TANKS, WATER GRADING, ETC.:	
INCIDEN	TAL IMPROVEMENTS SUCH AS SEPTIC TANKS, WATER	
INCIDEN	TAL IMPROVEMENTS SUCH AS SEPTIC TANKS, WATER	

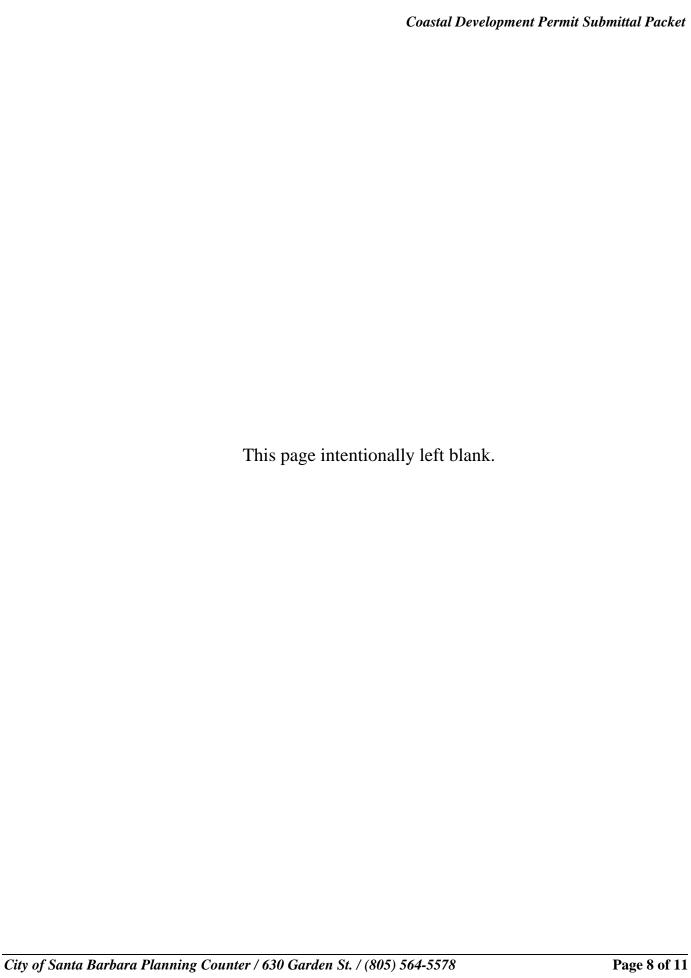
F. NUMBER OF PARKING SPACES:

	REQUIRED	EXISTING	Proposed	TOTAL
Covered				
UNCOVERED				
BICYCLE PARKING				

G. ADDITIONAL INFORMATION:

	Dication for development on this site been submitted previously to the Coastal Zone Conservation Commission or Coastal Commission?
YES	□NO
If yes, state	previous Application Number:
Are utility e	extensions for the following needed to serve the project?
Gas	☐ YES ☐ NO
Electric	☐ YES ☐ NO
Sewer	☐ YES ☐ NO
Telephone	☐ YES ☐ NO
	of these extensions be above ground? YES NO
If yes, expla	
	e and along the coast currently available near the site?
_	cate the location of the nearby access, including the distance from the
Does the de	
open coastal YES	evelopment involve diking, filling, dredging or placing structures in l waters, wetlands, estuaries, lakes, or creeks?
YES If yes, expla	l waters, wetlands, estuaries, lakes, or creeks?
YES If yes, expla	I waters, wetlands, estuaries, lakes, or creeks? NO in. (Include amount of material to be dredged or filled and the location

	5.	Will the development extend or public trust lands?	into or adjoin any b	each, tideland	s, submerged l	ands
		☐ YES* ☐ NO				
	6.	Is the proposed development	in or near:			
		• Sensitive habitat areas	? \(\sum \text{YES*}	□NO		
		• 100-year floodplain?	☐ YES*	□ NO		
		Park or recreation area	a?	☐ NO		
	7.	Is the proposed development	visible from:			
		• U.S. Highway 101 or	other scenic routes?	YES*	☐ NO	
		• Park, beach or recreat	ion areas?	YES*	□ NO	
		• Harbor area?		☐ YES*	□NO	
	8.	Does the site contain any:				
		• Historic resources?	☐ YES*	□NO		
		Archaeological resour	ces? YES*	☐ NO		
*NOTE:	If yes below	s, to any of the items in (5 thro	ough 8) above, pleas	se explain on	a separate shee	et or





MAILING LABEL PREPARATION FOR RESIDENTIAL TENANTS

To comply with the legal notice requirements as set forth in the Municipal Code and/or State laws, each applicant shall supply **TWO** (2) sets of mailing labels for the residential tenants within 100 feet of the property involved or as otherwise outlined in local and/or state laws. The City does not provide this service.

- 1. The specified distances are measured perpendicular to the property lines of the property involved. The required distances and an example of the radius for noticing are on the reverse side.
- 2. The mailing labels must contain the following information:
 - Assessor Parcel Number of the property where the tenant resides
 - Occupant (It is not necessary to include the residential tenant's name)
 - Residential Tenant's Address
- 3. When preparing labels for residential tenants of multi-unit buildings, a label must be submitted for **each individual** unit on the property. General information regarding properties can be compiled from the latest County Assessor's tax rolls and updates; however, the Assessor's Office does not have specific unit information for apartment buildings. The Assessor's Office is located at 105 East Anapamu Street at (805) 568-2550.

For projects located adjacent to the Santa Barbara Harbor, please contact the Waterfront Department at (805) 564-5531 to obtain a mailing list for residents (live-aboards) within the harbor.

- 4. The City Staff can provide a map indicating those parcels within 100 feet of the project. It is recommended that the applicant verify this information by walking the neighborhood and identifying any residential tenants not included in the list provided by the City.
- 5. An affidavit signed by the person(s) who have compiled the residential tenant labels is required. This certifies that the mailing list is complete and accurate. If the submitted list is inaccurate, the item will be continued (i.e. delayed) and re-noticed with revised mailing labels.
- 6. The Assessor Parcel Numbers and addresses that have been compiled must be **TYPED** on self-adhesive labels in the format shown below.

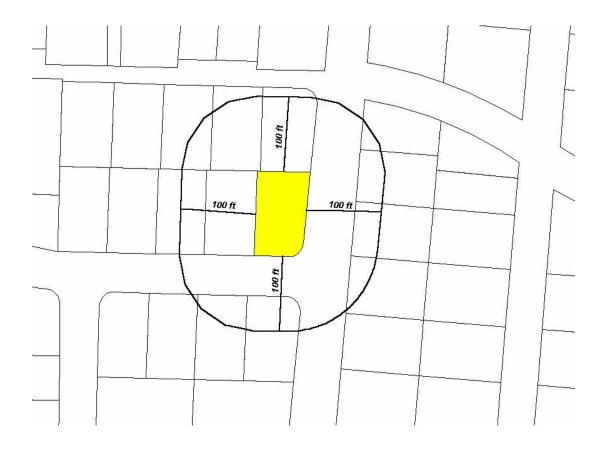
EXAMPLE:

99-010-01 OCCUPANT 100 ANITA ST, #9 SANTA BARBARA CA 93101

REQUIRED DISTANCES FOR NOTIFICATION OF PROPERTY OWNERS AND TENANTS FOR DEVELOPMENT APPLICATIONS						
Түре Of Project	OWNERS	TENANTS				
Coastal Development Permit (Appealable Jurisdiction)	100 feet	100 feet				
Coastal Development Permit (Non-Appealable Jurisdiction)	300 feet	100 feet				
Condominium Conversion*	450 feet	Project site				

^{*}Note: Additional posting of the site and tenant noticing is required as outlined in SBMC §28.88.090 and §28.88.100.

EXAMPLE SHOWING PARCELS WITHIN 100 FEET OF THE SUBJECT PROPERTY





CERTIFIED RESIDENTIAL TENANTS LIST AFFIDAVIT

STATE OF CALIFORNIA)			
COUNTY OF SANTA BARBARA)	SS.		
CITY OF SANTA BARBARA)			
I,(please print)		hereby	certify that the	e attached list
contains the Assessors Parcel Numbers' as				
within 100 feet of the exterior boundaries	of the property	located at	(1) (1)	
I have walked the neighborhood and verif				
I CERTIFY UNDER PENALTY OF POFF CALIFORNIA THAT THE FOREORIES (Signed)	GOING IS TR	UE AND CORR		THE STATE
NAME:	(please print)			
ADDRESS:				
PHONE		_		
DATE:		<u> </u>		
\\Comdev2\Sys\USERS\PLAN\Handouts\Zoning Cabinet\PC Handouts\Coastal Development Permi	t Submittal Packet.doc			Revised November 1, 200-